

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814
(916) 322-6333



June 8, 1981

ALL-COUNTY INFORMATION NOTICE I-67-81

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY WELFARE STAFF DEVELOPMENT OFFICERS
ALL COUNTY PROBATION DIRECTORS
ALL COUNTY PROBATION STAFF DEVELOPMENT OFFICERS
ALL PUBLIC AND PRIVATE ADOPTION AGENCY
DIRECTORS AND STAFF DEVELOPMENT OFFICERS
ALL REGIONAL CENTERS' DIRECTORS
ALL REGIONAL CENTERS' STAFF DEVELOPMENT OFFICERS
ALL COUNTY MENTAL HEALTH DIRECTORS

SUBJECT: REGIONAL WORKSHOPS ON THE FOSTER CARE INFORMATION SYSTEM

The Department of Social Services' (DSS) Family and Childrens' Services Branch and Statistical Services Branch will be conducting regional workshops on the Foster Care Information System (FCIS). This letter is to advise you of the purpose and content of the workshops, how to identify persons to be nominated as participants, and the mechanics of workshop schedules and space limitations. At this time we also request that county welfare departments identify a contact person to act as ongoing liaison to DSS. All agencies are requested to indicate a contact person for workshop planning purposes and to complete the enclosed questionnaire.

As you are aware, the FCIS is being developed to comply with state and federal statutory requirements. The FCIS will act to collect and maintain case-specific information in order to evaluate foster care services and payment policies, as well as assist county welfare departments' management information and reporting systems, and provide California with a foster care tracking system.

PURPOSE AND CONTENT:

The training program will provide staff development personnel in the county welfare, probation and mental health departments, and in adoption agencies and regional centers, with information necessary to train caseworkers and their supervisors in the implementation of this statewide FCIS. The training will cover the following major areas: a general discussion of the FCIS; the benefits of the system to both the county welfare departments and the state; direction and practice in using the necessary data collection forms; a review of the systems' processes, including inputs and outputs, batch and case control procedures, error correction process, and the system for responding to requests for data contained in the FCIS; and the time frames involved in implementing the system.

PERSONNEL TO BE NOMINATED:

The sessions are designed primarily for staff development personnel. The county welfare department nominees should include staff development personnel associated with income maintenance staff, as well as services staff. We request county

welfare departments also, to nominate and send a contact person who will be responsible for the county welfare department batch control process and who will act as liaison to DSS for the Foster Care Information System.

WORKSHOP SCHEDULING:

Sessions are scheduled in various parts of the state. Attached is a list of dates, places, and times showing the specific session each county should attend. If a county wishes to attend an alternative workshop, please note this on the questionnaire. Every effort will be made to accommodate those requests.

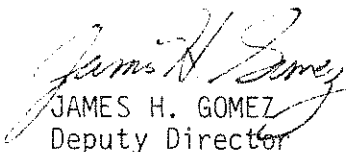
It may be necessary to limit the number of staff attending from each county, depending on the number of participants nominated. Each workshop will be limited to 50 participants. If necessary, we will call the designated contact person to make the necessary adjustments.

All information requested on the attached questionnaire should be completed and returned no later than June 24, 1981 to:

Beth Hardesty Fife, Chief
Family and Childrens' Services Systems Bureau
Department of Social Services
744 P Street, M.S. 9-102
Sacramento, CA 95814

We are developing a workshop which promises to be both relevant and informative. Throughout the FCIS design and development process, DSS has been working with California Welfare Directors Association representatives, in order to ensure county welfare department input into the project and this training program. Your participation both by attending the workshop and returning the questionnaire is critical. If you have any questions, please contact Jim Mulligan at (916) 322-6333 or ATSS (8) 492-6333.

Sincerely,


JAMES H. GOMEZ
Deputy Director

Enclosures

cc: County Welfare Directors Association
California Probation Officers Association
Pearl S. West, Director, California Youth Authority
Ruth Kranovich, Deputy Director, California Youth Authority, Parole Services Branch
James C. Barnett, Deputy Director, California Youth Authority, Prevention and Community Corrections Branch
Al M. Loeb Ph. D., Director, Department of Mental Health
David E. Loberg, Director, Department of Developmental Services
Rita Evans RN., Deputy Director, Department of Developmental Services, Community Services Division

FOSTER CARE INFORMATION SYSTEM TRAINING
Pre-Training Questionnaire

NOTE: Please return completed questionnaire by June 19, 1981

to: Beth Hardesty Fife
Family and Children's Services Systems Bureau
Department of Social Services
744 P Street, M.S. 9-102
Sacramento, CA 95814

County _____ Agency _____

Person Completing Form (Workshop Contact Person) _____

Position _____ Phone Number _____

A. Registration Information

1. Please check workshop your staff will be attending:

<input type="checkbox"/> Los Angeles	<input type="checkbox"/> Sacramento	<input type="checkbox"/> Salinas
<input type="checkbox"/> Emeryville	<input type="checkbox"/> Fresno	
<input type="checkbox"/> Riverside	<input type="checkbox"/> Redding	

2. How many staff in the following categories will be attending the training?

_____ Administrative staff
_____ Staff development and training personnel
_____ Other (specify)
_____ Total staff attending

3. For County Welfare Departments Only:

Who will serve as county liaison to DSS?

Name _____

Position _____

Phone Number _____

SCHEDULED WORKSHOPS
ON THE
FOSTER CARE INFORMATION SYSTEM

<u>Location</u>	<u>Date</u>	<u>Time</u>	<u>Facility</u>	<u>Participating Counties</u>
Sacramento	7/2/81	9 a.m. to 4 p.m.	Auditorium California Transportation Laboratory 5900 Folsom Blvd. Sacramento	Alpine, Amador, Calaveras, Colusa, El Dorado, Mono, Lake, Nevada, Placer, Sacramento, San Joaquin, Sierra, Sutter, Yolo, Yuba
San Francisco	7/6/81	9 a.m. to 4 p.m.	Room 1200 350 McAllister St. Civic Center San Francisco	Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, Sonoma
Fresno	7/8/81	9 a.m. to 4 p.m.	South Auditorium Valley Medical Center 445 South Cedar Avenue Fresno	Fresno, Kern, Kings, Madera, Mariposa, Merced, Stanislaus, Tulare, Toulumne
Los Angeles	7/10/81	9 a.m. to 4 p.m.	Room B-118 Administrative Offices 3401 Rio Hondo Avenue El Monte	Los Angeles Only
Riverside	7/13/81	9 a.m. to 4 p.m.	Borrego Room Staff Development Division 2nd Floor Riverside County Department of Public Social Services 3601 University Avenue Riverside	Imperial, Inyo, Orange, Riverside, San Bernardino, San Diego, Ventura
Salinas	7/16/81	9 a.m. to 4 p.m.	Multipurpose Room Monterey County Health Department 1270 Natividad Road Salinas	Monterey, Santa Cruz, San Luis Obispo, Santa Barbara, San Benito
Redding	7/21/81	9 a.m. to 4 p.m.	Room 39 Shasta County Welfare Department 2460 Hospital Lane Redding	Butte, Del Norte, Glenn, Humboldt, Lassen, Mendocino, Modoc, Plumas, Shasta, Siskiyou, Tehama, Trinity